



Dear Highland Park Families;

As you know, safety at Highland Park School is our number one concern and we wanted to remind everyone about some of the steps we take to keep your students as safe as possible.

School Doors:

The front doors open at 8:35 am for BREAKFAST ONLY. We know that there are some special occasions like Special Art, Open Gym, and Math Olympiads when students come to school earlier, and on those days staff will be expecting them. If your child is not going inside for breakfast, please do not leave them unattended outside of the school. For all other students, our doors open at 8:55 am. No students will be allowed to be dropped off and left unattended.

Drop-offs and Pick-ups:

As of late, there has been significant traffic backup on Ferguson and Porter Streets during a.m. drop-off. This poses a serious safety concern for our students. In order to ensure all students safety during drop-offs, we are asking that everyone work together to follow these guidelines to make the safest possible environment for all students:

- Any parent wishing to use the lower tier parking area must pull into a spot and walk their child up to the crosswalk by the front door.
- Students will not be able to exit vehicles from the lower tier unless accompanied by a parent and walked to the cross walk.
- At the upper tier parking lot, parents must pull all the way forward when dropping students off. Please be aware that there is a line of cars behind you and pull forward as far as you can in the loop.
- When there is traffic back up, it simply isn't possible for all parents to drop their children off directly in front of the main door. In that case, pull up as far as possible and let your student out where you are in line and continue to move with the traffic.
- Any students being dropped off in the upper tier, must be able to get themselves out of the vehicle unassisted.
- Any students that need assistance from parents with car doors, back packs, etc, must pull into a parking space(either visitor parking in the upper tier or regular parking in the lower tier), use the crosswalk and assist their child to the front of the building.

Afternoon Pick-Up--As the weather gets warmer, we encourage families to get together in front of the building and watch their children play. If you choose to do this, please pull into a parking space in either of the parking levels.

- No vehicles should be left idling/unattended at any time.
- No cars will be allowed to park or sit idling anywhere they may block the flow of traffic or prevent vehicles from entering/exiting the lower parking lot.

The Staff at Highland Park want to thank you all so much for your understanding and help to make Highland be a safer place during drop-offs and pick-ups.